

Dundee Township Board of Trustees – Regular Meeting  
August 15, 2018

Supervisor Glees called the Regular Meeting of the Board of Trustees to order at 7:04 PM at the Dundee Township Meeting Room, 611 East Main Street, Suite #201, East Dundee, IL.

**Present at roll call:** Supervisor Glees and Trustees Ahrens, Harney, Johnson and Schaffer. Cemetery Manager, Mark Rakow led the attendees in the Pledge of Allegiance.

**Agenda:**

Trustee Schaffer motioned that the Agenda item regarding the IGA with the Village of East Dundee for the DTC closet be moved to Executive Session. Trustee Harney seconded the amendment and upon voice vote – all present voted “aye” - motion carried. Trustee Harney then made the motion to approve the agenda as amended with a second by Supervisor Glees. Upon voice vote – all present voted “aye” – motion carried.

**Minutes/Treasurer’s Report:**

Trustee Johnson moved to dispense with the reading and approve the minutes of the July 18, 2018 Board of Trustees Regular Meeting as presented. Trustee Ahrens seconded the motion. Supervisor Glees called the motion and all present voted “aye” - motion carried.

Trustee Schaffer moved to accept the July 31, 2018 Treasurer’s Report and Financial Reports through August 15, 2018 as presented subject to audit – motion was seconded by Trustee Harney. Upon voice vote, all present voted “aye” - motion carried.

**Reports:**

**Assessor:** Assessor Bielak was attending the TOKC meeting in St. Charles. He prepared a written report which was distributed to the Board. Trustee Schaffer directed a question to Mr. Bielak to ask what the total \$ amount of the stipulation agreements made with residents for a modification of their property assessment were.

**Highway Commissioner:** Highway Commissioner Sinnett reported on the work his staff has been doing as part of the road repaving work. He noted that the staff is replacing 6-7 culverts on Crescent Drive. Supervisor Glees asked if they had noted an effect from the runoff from the Lundstrom & Longmeadow properties on the culverts that needed replacement. Highway Commissioner Sinnett replied that the culverts in question were not silted up rather they had just deteriorated over time.

Supervisor Glees asked a follow-up question on the silt fence installation at Lundstrom. Mr. Sinnett said that no action has occurred, and that Mr. Lundstrom will need to install a new drainage ditch.

Trustee Schaffer asked about the progress on the Salt Barn. Mr. Sinnett replied that the project has begun and is moving forward.

Mr. Sinnett reported on a request he has received from property owners on Country School Road to plow this road. Mr. Sinnett stated that this road has not be dedicated and does not meet county road specifications. He is planning on an inspection trip with the county Dept. of Transportation to outline the deficiencies with the road.

**Cemetery:** Cemetery Manager, Mark Rakow reported that the year to date burials at the cemetery are 78 (5-year average = 84). The engineering for the parking lot paving project has been received and staff is reviewing. The re-roofing and siding of the West side maintenance building should be completed next week. Staff is preparing the new graves for fall seeding. The contractors for the prairie at the Columbaria are planning on completing the replacement planting around the end of August.

**Open Space – Kirby Dowiat, Natural Areas Manager:** Mr. Dowiat monthly report for August was distributed to the Board. Staff is continuing work to control various invasive species using mowing and herbiciding.

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**Open Space Coordinator-Katie Meyer:** Her written report was presented and included information on the events held at Wahoo Woods and Library Springs. She also noted her and Supervisor Glees attendance at The Nature Conservancy's "Network for Nature Annual Meeting.

**Supervisor:** Supervisor Glees presented her written report which included an update on the issue the Open Space group is having with the CAMBr mountain biking organization at Raceway Woods. Kane County will pay for new signage showing that "No Bikes" are allowed at the site. These signs will be installed at the site by District 300 InterAct students. Also, Kane County will have their Conservation Officers on site to help with enforcement.

Supervisor Glees also noted that she has been working with Monica Meyers of the Kane County Forest Preserve and they will be redoing the flyers/maps for the Raceway property to show the new trail layout. Trustee Harney recommended that we have counsel draft and send a letter to CAMBr regarding the "No Bike" issue. Trustee Johnson recommended that similar signage be placed on other Open Space properties where biking is not permitted.

Supervisor Glees noted that Governor Rauner had signed Senate Bill 2299 which will require Robert Block to resign as the Township Clerk as of December 31, 2018. The Township must have a replacement in place at that time. The new Clerk must be from the Republican Party. Supervisor Glees briefly outlined the Clerk's statutory duties and that she had voiced comments to both the Township Officials of Illinois and the Metropolitan Township Association that they had never surfaced

**Clerk:** Robert Block reported that the audit was still under review due to the complexities resulting from the switch to accrual-based accounting. The report should be ready to be presented at the September meeting. Clerk Block also announced that the Illinois Legislature had just passed Senate Bill 2638 which amends the Government Account Audit Act to allow for audits beginning with Fiscal Year 2019 to be done using either the accrual or cash basis of accounting.

**Public Comments:** Two members of the Public were in attendance. Mr. Mike Tennis of Sleepy Hollow asked a question about the number of payrolls shown in the bills section of the Agenda. Supervisor Glees offered to speak with Mr. Tennis regarding the issue.

**Old Business:**

**Update on Elgin land donation:** Supervisor Glees reported that she had received a proposal from Mr. John Regan, the attorney representing the donating party, and that the proposal has been forwarded to our counsel for review. The donating party is asking that the site be named for him. Also, the remaining sublots have been sold and an association has been formed. The association will pay maintenance fees to the Township.

**Discussion on potential referendum regarding property tax increase:** The matter was briefly discussed and the Board requested that this issue be removed from future agendas.

**Review/Approval of installation of ADA facilities at Open Space locations:** Supervisor Glees outlined that due to the lack of available funds in the Open Space budget, most of the work has been put on hold. She reported that she is working with the Library and will attend their next Board meeting to review the saw cutting of the curb and the installation of the ramp at Wahoo Woods.

Trustee Johnson suggested that a written response be drafted and sent to the residents who initially suggested the handicap access at Dixie. Trustee Harney commented that the Township needs to develop an overall plan to comply with handicap access at all our sites to be better prepared to answer similar requests.

The Board asked Supervisor Glees to investigate the issue of handicap access with the Kane County Forest Preserve and the Illinois Department of Natural Resources.

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**Review/Approval of Referendum to Consolidate the Dundee Township Highway Department into the Township:**

Trustee Harney presented a position paper she developed which outlined the pros and cons of the referendum to consolidate the Highway Department into the Township. Trustee Schaffer stated he believes that the Board could go through several managers as the manager would be an employee and therefore not guaranteed a four-year term as is the current situation with the Highway Commissioner. He felt this could potentially transfer the daily duties of the position to the Supervisor and the Board. Also, he stated this could negatively impact the Road District budget and he questioned what the appropriate salary for the new position would be.

The Board discussed the salaries currently being paid to several municipal public works directors who function is largely the maintenance of roadways.

Trustee Johnson stated that he believes that the Board had not talked through the issue completely and that while he generally supports the matter due to it not being a financial issue, he could not vote on the proposal at tonight's meeting. He felt that the Board must not connect the issue with past individuals who had held the office. He further stated that the structure of the position of an elected Highway Commissioner is risky in that the biggest thing is the need to be re-elected every four years. This can lead to a potential for corruption. He asked that an overall organization chart be developed and an overall coordination program for the Township departments be developed.

After a brief discussion, the Board decided to table the matter until a later meeting.

**New Business: None**

**Audit/Approve Bills and Payrolls:**

Audit Bills – Pending Town Fund Bills \$22,423.71; Pre-Paid Town Bills \$1,809.67; Payrolls \$29,387.53 & \$32,607.23; General Assistance Payrolls - \$555.03 & \$540.16; Pending Cemetery Fund Bills \$7,486.20; Pre-Paid Cemetery Bills \$561.21; Payrolls \$9,814.68 & \$9,737.16; Pending Road & Bridge Fund Bills \$12,823.34; Pre-Paid Road & Bridge Bills \$370.81; Payrolls \$12,449.42 & \$14,690.13; Road IMRF/FICA Payrolls of \$2,178.65 & \$2,280.14.

Trustee Johnson made the motion to approve the bills as audited with a second by Supervisor Glee. Upon roll call vote, Supervisor Glee and Trustees Ahrens, Johnson, Schaffer and Harney voted "aye" – Motion Carried.

**Budget Transfers:** No Budget Transfers were required.

**Executive Session:**

Trustee Ahrens made the motion to enter into executive session to discuss the potential lease of property (5 ILCS 120/2(c)(5)). Trustee Harney seconded the motion. Upon voice vote – all present voted "aye" – motion carried, and the Board entered Executive Session at 8:55 pm.

Trustee Ahrens made the motion to return to open session with a second by Trustee Schaffer. Upon voice vote – all present voted "aye" – motion carried. The Board returned to Open Session at 9:50 pm.

Trustee Harney made the motion to approve the minutes of the Executive Session from September 20, 2017 with a second by Trustee Schaffer. Upon roll call vote, Supervisor Glee and Trustees Ahrens, Johnson, Schaffer and Harney voted "aye" – Motion Carried.

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Trustee Harney made the motion to approve the IGA with the Village of East Dundee for the DTC Closet as amended contingent on the approval by the Village of East Dundee Board. Trustee Johnson seconded the motion and upon roll call vote, Supervisor Glees and Trustees Ahrens, Johnson, Schaffer and Harney voted “aye” – Motion Carried.

Trustee Johnson made the motion to adjourn with a second by Supervisor Glees. Upon voice vote, all present voted “aye” – motion carried, and the meeting was adjourned at 9:56 PM.

A handwritten signature in blue ink, reading "Robert L. Block", is written over a horizontal line.

Robert Block  
Dundee Township Clerk